

ORDINANCE NO. 6-06

**AN ORDINANCE TO AMEND ORDINANCE NO.18-05, THE
2006 WASTEWATER TREATMENT UTILITY SALARY SCHEDULE
AS SUBMITTED BY THE BOARD OF PUBLIC WORKS AND SAFETY
FOR APPROVAL BY THE COMMON COUNCIL OF THE
CITY OF WEST LAFAYETTE, INDIANA**

THIS ORDINANCE REPLACES ORDINANCE NO. 18-05.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA:

SECTION 1.

The Board of Public Works and Safety has established that the salary and pay schedule for the elected and appointed officers and employees working with the Wastewater Treatment Utility of the City of West Lafayette shall be as herein set forth and continue thereafter until duly changed and requests that such schedule be approved by the Common Council.

(A) From the revenues of the Wastewater Treatment Utility of said City for services other than governmental connected with the operation thereof, additional compensation shall be paid to certain officials of said City from the operation thereof as follows:

	Biweekly	
	<u>Minimum</u>	<u>Maximum</u>
Mayor (c) Administration		\$ 998.01
City Attorney (c) Professional*	\$ 265.31	284.20
City Engineer (c) Professional (a)	107.52	371.23
Clerk-Treasurer (c) Administrative (a)		857.42
Accounts Payable/Claims Administrator (b)	198.15	206.17
Payroll/Banks Administrator (b)	359.05	385.18
Accounting Systems Administrator (b)	175.65	189.68
Human Resources Director (c) (b)	256.85	345.23

(B) Operations	<u>Minimum</u>	<u>Maximum</u>
Utility Director (c) Administrative (a)	\$2,237.14	\$2,348.99
Public Works Director (c) Administrative (a)	1,174.49	1,295.38
Superintendent (b) Administrative (a)	2,084.29	2,232.68
Maintenance Supervisor (c) Administrative (a)	1,567.13	2,029.08
Operations Supervisor (c) Administrative (a)	1,567.13	1,993.64
Instrumentation/Data Process (c) Administrative (a)	1,567.13	2,266.00
Information Services/Instrumentation Technician (a)	1,324.26	1,730.42

	<u>Minimum</u>	<u>Maximum</u>
Laboratory Manager (c) Administrative (a)	1,509.74	1,823.78
Assistant Laboratory Manager (a)	1,465.38	1,654.56
Administrative Assistant (a) Administrative	984.83	1,304.62
Assistant City Engineer (c) Professional (b)	765.74	1,098.47
Engineering Assistant (c) Professional (b)	\$ 344.88	\$ 376.62
Operator (a)	1,028.79	1,510.14
Maintenance/Operator (a)	835.85	1,932.54
Laboratory Technician (a)	1,028.79	1,465.38
Collection Systems/GIS Supervisor(c) Administrative (a)	1,567.13	2,031.99
Inspector Professional (a)	835.85	1,677.38
Financial Manager (d)	17.96/hr	21.93/hr
Accounts Receivable Administrator (a)	1,074.63	1,263.03
Accounting Clerk/Receptionist (a)	481.85	651.90

(C) Collection System	<u>Minimum</u>	<u>Maximum</u>
Assistant Foreman/Equipment Operator (a) (I)	\$ 993.31	\$1,520.77
Equipment Operator/ Laborer (a) (I)	767.71	1,458.78
Foreman/Equipment Operator (a) (I)	993.31	1,566.39

*Subject to the Agreement entered the 29th day of July 2000 and made part hereof. This Agreement shall be in effect January 1, 2001.

- (a) Regularly scheduled workweek of 40 hours
- (b) Regularly scheduled workweek of 37.5 hours
- (c) Exempted employee by the Fair Labor Standards Act
- (d) Regularly scheduled workweek of 30 hours
- (I) Clothing allowance - \$600.00/year

Additional Statements:

1. IDEM Certification Pay

Class I	\$1,000.00	Class A	\$125.00
Class II	\$1,000.00	Class B	\$125.00
Class III	\$1,000.00	Class C	\$125.00
Class IV	\$1,000.00	Class D	\$125.00

Sacramento Courses \$250.00 each [up to four (4) courses]

Prorated and effective the first day of the month, following receipt of Certification of Completion for Sacramento Courses and retroactive to the date of examination, following receipt of the IDEM WWTP Operation Certification, the employee will be paid for each Sacramento course passed and/or the applicable amount, if any for the highest level of State certification achieved. Thus, an employee will be paid a total incentive pay including all courses and/or certification levels achieved.

2. Employees assigned to work any hours on the 2nd shift shall receive an additional \$0.25 per hour compensation. Employees assigned to work any hours on the 3rd shift shall receive an additional \$0.50 per hour compensation.

Section 2.

This salary and pay schedule indicates the salary ranges for each position with the actual rate to be established by the Department Head. Any incentive pay, certification and/or home study courses, are in addition to the salary and pay schedule listed above.

Section 3.

The hourly rate for all non-exempt full time civilian employees shall be calculated by dividing the biweekly salary by 80, for employees with a regularly scheduled workweek of 40 hours and dividing the biweekly salary by 75 for employees with a regularly scheduled workweek of 37.5 hours.

Section 4.

Part-time personnel salary range shall be \$5.15/hour to \$15.00/hour, subject to the approval of the Board of Public Works and Safety.

Section 5. Holiday Pay

All employees will be paid holiday pay for working on a City holiday at their regular rate of pay. In addition to holiday pay, all employees will receive either pay at two times the regular rate of pay or two times compensatory time for hours worked on Thanksgiving and Christmas Day. On all other City holidays, employees will receive in addition to holiday pay either pay at one and one-half times the regular rate of pay or one and one-half times compensatory time for hours worked. Departmental policy shall specify whether non-exempt employees shall receive pay or compensatory time for hours worked on a City holiday. Exempt employees shall receive compensatory time only for hours worked on a City holiday.

Section 6.

The City shall pay the required 3% annuity savings account contribution on behalf of each employee who is a member of the Public Employees Retirement Fund (PERF) as allowed per IC 5-10.3-7-9.

Section 7.

Clothing allowance will be paid two times a year (the date to be decided by the Clerk-Treasurer) to designated employees at the following rate:

- (I) Collection System employees (Street Department supervision) \$600.00/year

Section 8.

The payroll week shall be the calendar week beginning Saturday and ending Friday. The payroll period shall consist of two (2) consecutive weeks. The pay date shall be the Friday after the end of the payroll period.

Section 9.

This Ordinance will be effective for, and including, the pay period ending December 30, 2005, and will continue through the pay period ending December 15, 2006, **with the exception that the Utility Director position is effective starting February 14, 2006 and continuing through the pay period ending December 15, 2006.**

Section 10.

This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

INTRODUCED AND FILED ON THE ____ DAY OF _____, 2006.

DULY ORDAINED PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE _____ DAY OF _____, 2006, HAVING BEEN PASSED BY A VOTE OF ____ IN FAVOR AND ____ OPPOSED.

Presiding Officer

Attest:

Judith C. Rhodes, Clerk-Treasurer

PRESENTED BY ME TO THE MAYOR OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE _____ DAY OF _____, 2006, AT THE HOUR OF _____.

Judith C. Rhodes, Clerk-Treasurer

THIS ORDINANCE APPROVED AND SIGNED BY ME ON THE _____ DAY OF _____, 2006, AT THE HOUR OF _____.

Jan H. Mills, Mayor

Attest:

Judith C. Rhodes, Clerk-Treasurer